



About MiniRoos Kick-Off for Girls

Northern NSW Football (NNSWF) is the peak body charged by Football Federation Australia with the responsibility of growing, developing and promoting the sport of Football throughout Northern NSW.

NNSWF's MiniRoos Kick-Off for Girls Summer Program is a modified football program, focused on introducing girls to football. It is delivered as small-sided fun games, with a focus on fun, making new friends and 'just let them play'.

Northern NSW is seeking applications for Hub Coordinators & Coaches for the 2020 MiniRoos Kick-Off for Girls Summer Program.

The 45-minute weekly program commences from the week of 19 October 2020 and runs for 8-weeks.

About MiniRoos Kick-Off for Girls: Hub Coordinator Position

Hub Coordinators will be responsible for the delivery of the MiniRoos Kick-Off for Girls program at their specified venue on behalf of Northern NSW Football.

Reporting to Northern NSW Football Inclusion & Diversity Participation Officer, the Hub Coordinators will be responsible for the:

- communication & engagement with participants and coaches
- set-up/set down of program equipment
- delivery of NNSWF session plan
- ensuring that all participants have an enjoyable football experience and learn new skills
- management of coaches and venue
- program attendance reports
- assessing weather and upholding the NNSWF weather policies
- advocacy of the program within the local community

Successful applicants will be required to attend a MiniRoos Kick-Off for Girls Summer Program online training workshop in October 2020.

Employment Conditions and Remuneration Package

This role is being offered on a contract basis. Remuneration will be provided at a rate of \$50 per session (1.5 hours).

Applications close: 5pm, Monday 21 September 2020

Enquiries to: minirooms@northernnswfootball.com.au

APPLY HERE <https://form.jotform.co/92340873815865>



ROLES & RESPONSIBILITIES

HUB COORDINATOR – MiniRoos Kick-Off for Girls Summer Program

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| JOB TITLE: | Hub Coordinator – MiniRoos Kick-Off for Girls Summer Program |
| DEPARTMENT: | Community Football |
| REPORTS TO: | NNSWF Inclusion & Diversity Officer |
| START DATE: | Oct 2020 |
| END DATE: | Dec 2020 |
| TYPE: | 8 Weeks Casual employment |

Tasks

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|---------------------------------------|--|
| Day before | Coordinator send Team App reminder |
| On the day 2.00PM – 3.00PM | Coordinator Weather check |
| 30 minutes before kick-off | Coordinator arrival and set up/another weather check |
| 10 minutes before kick-off | Coaches arrive for briefing. Welcome and introductions |
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PURPOSE OF ROLE

To create a community for young females that supports the values of the MiniRoos Kick-Off for Girls program; to engage participants in fun small-sided football activities; to lead hub coaches by example; to coach participants through 45 minute session as outlined in session plan; deliver a program that is fun and encourages all levels of skill/ability.

KEY AREAS OF RESPONSIBILITY

- Work with the NNSWF Inclusion & Diversity Officer to attract participants to the program
- Create an environment that is consistent with values of MiniRoos Kick-Off for Girls Summer Program (friendly, fun, animated small-sided games)
- Demonstrate clear communication and positive engagement with participants and coaches
- Manage coaches and participants
- Deliver an effective session as outlined in the session plan provided by NNSWF
- Ensure instructions are clear and appropriate education of small-sided games provided
- Engage participants in the session's activities
- Implement NNSWF's wet weather and heat plan for hub;

- Complete Safety Check/Report safety issues/incidents/accidents
- Set up/pack down of venue & program/Unlock & lock amenities
- Provide attendance reports & session feedback
- Promote completion of evaluations and feedback surveys by participants
- Advocate program within the community eg: media coverage/newspaper articles

KEY OUTCOMES

- Positive and engaging environment
- 75% of participants will be satisfied with the delivery of the program as identified through the program evaluation survey

KNOWLEDGE, BEHAVIOUR & SKILLS REQUIRED

- Excellent communication skills
- Understanding of female participation issues and challenges within community sport
- Proven experience working with children aged 4 - 9 in football or the desire to
- Appropriate accreditation, MiniRoos Coaching Certificate or the desire to complete
- Have an paid Employment Working With Children Check (WWCC)
- Familiarity with Team App (will be used for communications with coaches & participants)
- Desired - Knowledge of football (soccer)

MAJOR INTERACTIONS

- NNSWF Inclusion & Diversity Officer
- Program participants
- Coaches
- NNSWF MiniRoos Development Officers
- Local Football clubs

UNIQUE CRITERIA

- Flexible hours, evening work, access to technology
- Ability to store hub equipment
- Ability to complete program specific training